

**AGENDA  
TOWN OF EDGEWOOD  
REGULAR COUNCIL MEETING – JULY 1, 2015 @ 6:30 P.M.  
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

**PLEASE SILENCE ALL ELECTRONIC DEVICES DURING MEETING  
THANK YOU.**

(The Town of Edgewood Council is pleased to have residents of the community take time to attend Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. Public comments may not be disruptive or harassing, and all persons are expected to maintain respect and decorum. Accordingly, rude, slanderous, or abusive comments and/or boisterous behavior will not be permitted. Written comments are welcomed and should be given to the Clerk-Treasurer prior to the start of the meeting).

- **CALL TO ORDER.**
- **PLEDGE OF ALLEGIANCE.**

**1. APPROVAL OF AGENDA.**

**2. APPROVAL OF CONSENT AGENDA.**

- A. Approval of the Draft Regular Council Meeting Minutes of June 17, 2015.
- B. Acknowledge Receipt of the Draft Planning & Zoning Commission Meeting Minutes of June 16, 2015.

**3. MATTERS FROM THE MAYOR.**

- A. Infill Annexation Map Discussion.

**4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

- A. Lodger's Tax Discussion – Councilor Abraham.

**5. MATTERS FROM THE MUNICIPAL JUDGE.**

- A. Judge White will present his report for the month of June, 2015.

**6. CALL FOR PUBLIC HEARING.**

- A. Adoption of Gross Receipts Infrastructure Program.

**7. CALL FOR PUBLIC HEARING.**

- A. Amendment to Town of Edgewood Zoning Ordinance No. 2014-02.

**8. PUBLIC HEARING.**

**Quasi Judicial Procedure: Certification that Public Notice of this Meeting has been posted as required:**

**This case is being heard under provisions required by the New Mexico Court of Appeals intended to protect the rights of all parties and their witnesses and the swearing in of all parties giving testimony. The affected parties will have the right to cross-examine persons giving testimony.**

**Confirmation of no conflict of interest or ex-parte communication.**

- A. Entranosa Water & Wastewater Cooperative Association is requesting annexation for 2.5 acres for property located at 284 Frost Road, Tract 4-A-3-B, Lands of Kvamme, within the NE ¼ of Section 33, T11N, R7E, N.M.P.M. Santa Fe County, requesting Commercial – 1 (C-1) Zoning.

**9. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.**

**10. RESOLUTIONS.**

- A. Resolution No. 2015-11. A Resolution for participation in Local Government Road Fund Program (Municipal Arterial Program – MAP) Administered by NMDOT.  
B. Resolution No. 2015-12. A Resolution for participation in Local Government Road Fund Program Administered by NMDOT.

**11. MATTERS FROM THE ADMINISTRATOR.**

- A. Approval for Check Signing Authorization for the Mayor Pro-Tem.  
B. Department of Finance & Administration - Approval of Interim Budget for FY 2015-16.  
C. Review of the Infrastructure Capital Improvements Plan (ICIP) – 2016-2020.  
D. Town of Edgewood Personnel Ordinance No. 2003-5 – Employee Evaluations Update.

**12. ANNOUNCEMENTS and/or CALENDAR REVIEW.**

- A. Regular Council Meeting - July 15, 2015 @ 6:30 P.M.  
B. Regular Council Meeting – August 5, 2015 @ 6:30 P.M.

**13. FUTURE AGENDA ITEMS.**

- A. Pinto Pride Foundation for Academic Enrichment Presentation.  
B. Public Hearing Continued for the Wastewater Ordinance.  
C. Public Hearing for the Request to Erect an FM Radio Tower.  
D. Public Hearing for Adoption of the Final Budget for 2015- 16.  
E. Town's Open Space Policy and Application.

**14. CLOSED SESSION.**

As per motion and roll call vote, pursuant to NMSA 1978, 10-15-1 (H)(2) and (H)(7) the following will be discussed in Closed Session:

- Limited Personnel Matters
- Pending Litigation.

**15. MOTION PER CLOSED SESSION.**

**16. ADJOURN.**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Clerk at the Town Offices located at 1911 Historic Route 66, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Town Clerk at (505)286-4518, or by e-mail at [clerk@edgewood-nm.gov](mailto:clerk@edgewood-nm.gov) if a summary or other type of accessible format is needed. The complete council packet may be viewed on the web, visit [www.edgewood-nm.gov](http://www.edgewood-nm.gov) click on Agendas & Minutes.

**MINUTES  
TOWN OF EDGEWOOD  
REGULAR COUNCIL MEETING – JUNE 17, 2015 @ 6:30 P.M.  
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

• **CALL TO ORDER.**

Mayor Hill called the meeting to order at 6:30 P.M.

Councilors Present: John Abrams, Rita Loy Simmons, Sherry Abraham and Chuck Ring.

Also Present: Vanessa Chavez, Robles, Rael, & Anaya, Steve Shepherd, Administrator and Estefanie Muller, Clerk-Treasurer.

• **PLEDGE OF ALLEGIANCE.**

1. **APPROVAL OF AGENDA.**

**MOTION:** Councilor Abrams made a motion to approve the Agenda as presented. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

2. **APPROVAL OF CONSENT AGENDA.**

A. Approval of the Draft Regular Council Meeting Minutes of June 3, 2015.

B. Acknowledge Receipt of the Draft Planning & Zoning Commission Meeting Minutes of June 2, 2015. (Meeting cancelled).

C. Acknowledge Receipt of the Draft Library Board Meeting Minutes and Library Report for the month of May, 2015.

**MOTION:** Councilor Abrams made a motion to approve the Consent Agenda as presented. Councilor Simmons seconded the motion.

**VOTE:** Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

3. **MATTERS FROM THE MAYOR.**

A. Town Facilities Use Policy.

Mayor Hill presented a draft copy and stated a formal policy will be brought to the next meeting. He stated there have been a couple of businesses operating in the Town's open space areas and this needs to be addressed with possible fees. This would need to include the soccer field and the equestrian center, as the Town office has received telephone calls inquiring on setting up booths to sell products.

B. Mayor's on Strike Event.

Mayor Hill updated on the ARCA bowling event that was held in Rio Rancho, NM. \$30,000 was raised for this organization that provides services for those with intellectual and developmental disabilities. Nine Mayor's participated and it was a lot of fun.

C. Capital Outlay.

Mayor Hill stated the Governor signed the Capital Outlay bill and designated \$620,000 to Edgewood for wastewater improvements.

**D. Santa Fe County Road Improvements.**

Mayor Hill complimented Santa Fe County on the improvements to Horton Road, between E. Venus and Hill Ranch Road. He was very pleased at the great job.

Mayor Hill stated that there is a proposal to change the way GRT's are distributed in New Mexico. All of the funds would go into one pot and then be distributed by population. The large cities like Albuquerque and Rio Rancho would see huge increases and the smaller communities would experience huge loses. Edgewood would stand to lose ½ million dollars. Mayor Hill stated that he talked to Representative Smith, who understands the impact this will have on a lot of communities. Mayor Hill suggested, in light of this, we should move forward on the annexation.

Mayor Hill announced that, sadly, Tracy Sweat had given her two week notice to resign her position with the Town of Edgewood. She will be working with her husband in their business and spending time with her son. Ms. Sweat has agreed to continue helping us with the annexation. A part time contract may be called for. Mayor Hill wished her well.

**4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

Councilor Abraham promoted the Arts Alliance Festival being held on July 4<sup>th</sup>. She inquired as if fireworks would be allowed.

Councilor Ring commented that Rich Ford usually has a fireworks display, so it could just be left to them.

Mayor Hill stated that staff could check with the Fire Department.

Councilor Abraham suggested residents could go to Moriarty for fireworks and the parade.

Councilor Abraham also mentioned the Relay for Life, and asked for all to come out and support them.

**5. MATTERS FROM THE ATTORNEY.**

Attorney Chavez stated she was working on the annexation and would bring formal documentation to the next meeting.

Mayor Hill noted that the final annexation map would also be at the next meeting.

**6. TOWN OF EDGEWOOD POLICE REPORT – Chief Radosevich.**

A. Police Report and Animal Control Report for the month of May, 2015.

Chief Radosevich presented his report. The Animal Control, reported that 16 stray dogs were picked up, most of them Boxers. Since they have not been claimed, Mike Ring is working with other counties to get them adopted. None of the dogs have ID's or microchips.

Mayor Hill added that he had received a call from Mayor Chavez from the Village of Tijeras regarding the opportunity to utilize the Town of Edgewood Animal Control facility on a fee basis. Chief Radosevich is looking in to this possibility.

He, also, commented that Officer Wendt participated in the Special Olympics and carried the torch on her run.

Mayor Hill expressed his personal thanks and stated this made him proud, as well as, his son who participated in the Special Olympics.

7. **PUBLIC COMMENTS OF GENERAL MATTERS.** Limit to 2 minutes per person.  
None

8. **CALL FOR PUBLIC HEARING.**

A. A Request to Erect an FM Radio Tower at 561 Thompson Road, T10N R7E S35, 5.971 ACRES, PORT of N2 HWY 66, Edgewood, N.M.

Steve Shepherd stated that he was contacted by someone who would like to have a FCC license for a low powered antenna that he would erect near the Seventh Day Adventist church. He is asking for 18 month period for completion. Mr. Shepherd referred him to Mel Patterson.

**MOTION:** Councilor Abrams made a motion to approve the call of Public Hearing for a Request to Erect an FM Radio Tower at 561 Thompson Road, T10N R7E S35, 5.971 ACRES, PORT of N2 HWY 66, Edgewood, N.M. Councilor Ring seconded the motion.

Councilor Abrams amended his motion to include the Hearing to be held at the July 15, 2015 meeting. Councilor Ring seconded the motion.

**VOTE:** Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

9. **PUBLIC HEARING.**

**Quasi Judicial Procedure: Certification that Public Notice of this Meeting has been posted as required:**

**This case is being heard under provisions required by the New Mexico Court of Appeals intended to protect the rights of all parties and their witnesses and the swearing in of all parties giving testimony. The affected parties will have the right to cross-examine persons giving testimony.**

**Confirmation of no conflict of interest or ex-parte communication.**

A. Ordinance No. 2015-02. An Amendment to the Town of Edgewood, New Mexico Official Zone Map. *Correction to acreage* - 592 Horton Road, T11N R7E S21 Tract *(was 351.21, should be 51.21)* AC, NW4, 1-039-063-132-350, R-1 Zoning.

Estefanie Muller certified the Public Hearing Notice was posted as required.

Councilor Abrams confirmed no conflict of interest or ex parte communication.

Councilor Simmons stated she had communicated with Tracy Sweat on the error, but confirmed there was no conflict of interest.

Councilor Abraham confirmed no conflict of interest or ex parte communication.

Councilor Ring confirmed no conflict of interest or ex parte communication.

Mayor Hill confirmed no conflict of interest or ex parte communication.

Mayor Hill asked Legal Counsel if he should recuse himself.

Attorney Chavez replied that it wouldn't be necessary.

Estefanie Muller swore in Steve Shepherd.

Mr. Shepherd explained that in the original legal description of Ordinance No. 2015-02 a “3” was inadvertently added to the 51.21 acres. This Public hearing is to amend the ordinance with the correct acreage.

**MOTION:** Councilor Ring made a motion to approve Ordinance No. 2015-02. An Amendment to the Town of Edgewood, New Mexico Official Zone Map. Correction to acreage at 592 Horton Road, T11N R7E S21 Tract 51.21 AC, NW4, 1-039-063-132-350, R-1 Zoning. Councilor Simmons seconded the motion.

**VOTE:** Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

## **10. PUBLIC HEARING.**

**Legislative Procedure: Certification that Public Notice of this Meeting has been posted as required:**

**Continued from the Council Meeting of May 20, 2015.**

A. Proposed Ordinance No. 2015-03; An Ordinance Governing the Collection, Treatment, and Disposal of Wastewater Within the Town; Providing for Procedures and Policies for Obtaining Wastewater Service from the Town; Providing for the Authority of the Town and Providing for Fees and Penalties. Repealing Ordinance No. 2010-01 A Ordinance Providing for Connection to Wastewater Facilities of the Edgewood Sewer District; and Repealing Ordinance No. 2010-02. An Ordinance Governing the Wastewater and Sewage Disposal.

Mayor Hill asked if the Public Hearing Notice had been posted as required. Estefanie Muller certified that it had.

Mayor Hill explained that this is a continuation of the discussion on the proposed Ordinance 2015-03. This is a new draft and time should be taken to go through it.

Tappan Mahoney stated he did not receive any comments after the last meeting. He reviewed the changes made based on the last discussion.

Page 5 – the paragraph on Health Officer is removed.

Page 8 – definitions for “Total Kjeldahl Nitrogen” (TKN) and “Total Suspended Solids” (TSS) were added.

Page 22- Section 3.02 – Fees and Bills are addressed. This was originally in Resolution form, now part of the Ordinance.

Page 25 – Section 4.05f – Waiver of Penalties – gives the Town the ability to waive fees for good cause at their discretion.

A discussion regarding who would have this authority and possibilities of how it would be handled.

John Basset pointed out that the words “penalties” and “fees” are used on a previous page to mean the same thing. Their definitions need to be clarified or maybe one eliminated.

Councilor Ring inquired as to who establishes the fees.

Mr. Mahoney replied that page 33 establishes the fees and penalties.

Another discussion followed regarding instances for connection, plant capacity, and requirements from NMED. Initially the target would be primarily commercial development, but at some time new residential and existing residential would need to be considered.

Mayor Hill stated that in the future plans to extend lines to Section 16. At that time, there will be some options. Those being: private sector fix with private company, pretreatment option, and acidification.

Mr. Bassett suggested a line extension agreement previously, and was unsure if it was included in the proposed Ordinance.

Mr. Mahoney replied that Sections 2.09 and 2.10 referred to that.

Mr. Bassett emphasized the need for the agreements be separate and distinct. He explained that the line extension should be first and later the hookup.

Mr. Mahoney stated that they will work on the agreement.

Mr. Mahoney continued with the review of the Ordinance changes.

Page 27 Section 4.09 refers to the access to private property for inspection purposes.

Page 29 Schedule A - was previously a resolution, is now part of the Ordinance.

Resolution 2015-10 establishes the wastewater service area and shows the location of existing lines.

**MOTION:** Councilor Ring made a motion to continue the Public Hearing to the July 15, 2015 Council Meeting. Councilor Abrams seconded the motion.

**VOTE:** Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

**11. MATTERS FROM THE ADMINISTRATOR.**

**A. 2015-16 Budget Update.**

Steve Shepherd reported that the GRT's were at \$373,004 for the month and that may contain some payment toward the deferred monies. This distribution also closed out the Fiscal year. He noted that next month we will look at a draft of the Final Budget and at the July 15, 2015 Council Meeting will adopt it. He suggested that the Town remain conservative in spending for the first quarter of the new Fiscal year and then possibly look at the list of requests.

**12. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF MAY, 2015.**

**MOTION:** Councilor Simmons made a motion to approve the Financial Report for month of May, 2015. Councilor Abraham seconded the motion.

**VOTE:** Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

**13. ANNOUNCEMENTS and/or CALENDAR REVIEW.**

**A. Regular Council Meeting – July 1, 2015 @ 6:30 P.M.**

**B. Regular Council Meeting – July 15, 2015 @ 6:30 P.M.**

**NOTE:** The Town Hall Offices will be closed on Friday, July 3, 2015 in observance of 4<sup>th</sup> of July Holiday.

**14. FUTURE AGENDA ITEMS.**

**A. Public Hearing – Annexation for Entranosa Water & Wastewater Cooperative Association.**

**B. Review of the Infrastructure Capital Improvements Plan (ICIP) – 2016-2020. Reviewed.**

**15. CLOSED SESSION.**

As per motion and roll call vote, pursuant to NMSA 1978, 10-15-1 (H)(2) and (H)(7) the following will be discussed in Closed Session:

- Limited Personnel Matters
- Pending Litigation.

Mayor Hill disclosed that he would be asking Councilor Ring not to participate in part of the Closed Session.

**MOTION:** Councilor Abrams made a motion to go into Closed Session pursuant to NMSA 1978, 10-15-1 (H)(2) and (H)(7) to discuss limited personnel matters and pending litigation. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

**MOTION:** Councilor Abrams made a motion to come back into Open Session. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

Councilor Abrams affirmed only Limited Personnel Matters and Pending Litigation were discussed and no decisions were made.

Councilor Simmons affirmed only Limited Personnel Matters and Pending Litigation were discussed and no decisions were made.

Councilor Abraham affirmed only Limited Personnel Matters and Pending Litigation were discussed and no decisions were made.

Councilor Ring affirmed only Limited Personnel Matters and Pending Litigation were discussed and no decisions were made.

Mayor Hill affirmed only Limited Personnel Matters and Pending Litigation were discussed and no decisions were made.

**16. MOTION PER CLOSED SESSION.**

**MOTION:** Councilor Simmons made a motion requesting Councilor Ring to vacate the position of Mayor Pro-Tem due to conflict of interest as he would not be able to deal with personnel matters in the absence of the Mayor. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye.. The motion carried.

Mayor Hill asked Councilor Ring to resign his position of Mayor Pro-Tem. Councilor Ring stated he would need to talk to his Attorney. Councilor Ring declined the Mayor's request.

**MOTION:** Councilor Simmons made a motion to appoint Councilor Abrams as Mayor Pro-Tem. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted nay. The motion carried.



**17. ADJOURN.**

**MOTION:** Councilor Simmons made a motion to adjourn the meeting. Councilor Abraham seconded the motion.

**VOTE:** All Councilors voted aye. The motion carried.

Mayor Hill adjourned the Meeting at 8:28 P.M.

**PASSED, APPROVED and ADOPTED this 1<sup>st</sup> day of JULY, 2015.**

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Brad E. Hill, Mayor

ATTEST:

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Estefanie B. Muller, CMC, Clerk-Treasurer

**DRAFT MINUTES**  
**TOWN OF EDGEWOOD**  
**PLANNING & ZONING COMMISSION MEETING - JUNE 16, 2015 AT 6:00 PM**  
**EDGEWOOD COMMUNITY CENTER - 27 E. FRONTAGE ROAD, EDGEWOOD, NM**  
**87015**

**1. CALL TO ORDER**

Madame Chair McGill called the meeting to order at 6:00 pm and asked for roll call to be taken.

**2. ROLL CALL**

Commissioners present were: Leonard Navarre, Pat Markley, Brad Gabel, and Dan Thompson. Also present were: Steve Shepherd, Town Administrator, and Tracy Sweat, Planning Assistant.

**3. APPROVAL OF AGENDA**

**MOTION:** Commissioner Navarre made a motion to approve the agenda as presented. Commissioner Gabel seconded the motion.

**VOTE:** Commission Navarre voted aye. Commission Thompson voted aye. Commissioner Gabel voted aye. Commissioner Markley voted aye. Madame Chair McGill voted aye. The motion carried.

**4. APPROVAL OF MINUTES FOR MAY 19, 2015**

Madame Chair McGill asked if there were any comments on the Minutes. Steve Shepherd noted that the format had been changed by the request of the Town Council. Madame Chair McGill asked that a correction be made to Item #5 "Governmental Conduct Training", last sentence – omit the word "to".

**MOTION:** Commissioner Thompson made a motion to approve the "agenda" for the May 19, 2015 meeting. Commissioner Navarre seconded the motion. Commissioner Thompson amended the motion to approve the "minutes" for the May 19, 2015 meeting, as amended. Commissioner Navarre seconded the amended motion.

**VOTE:** Commission Navarre voted aye. Commission Thompson voted aye. Commissioner Markley voted aye. Commissioner Gabel abstained. Madame Chair McGill voted aye. The motion carried.

**5. PUBLIC COMMENT. Limited to 2 minutes per person.**

Mr. John Bassett addressed the Commissioners. He distributed an article on the Santalino development in Albuquerque. He noted page 4 of the article and the comments on Subdivisions. Mr. Bassett encouraged the Commissioner to carefully examine the new proposals coming in, so to eliminate any future problems.

**6. OLD BUSINESS:**

None

**7. NEW BUSINESS:**

-Minor Subdivision Application Public Hearing to be scheduled for July 7, 2015.

-Joint Training with the Governing Body on "Procedures" and "Ethics". Date will be determined. No update is available at this time.

Ms. Sweat reported that this item will be discussed at tomorrow night's Council meeting. Madame Chair McGill asked if an email could be sent to the Commissioners with the scheduled date for this training.

Ms. Sweat confirmed that this would be done.

Steve Shepherd stated that it had been requested that the "Calendar Update" and "New Business" items on the agenda be combined and changed to "Future Agenda Items and Calendar Review". This will be done on the next meeting agenda.

**8. MATTERS FROM THE CHAIR AND COMMISSION MEMBERS.**

Commissioner Gabel remarked that when corrections are made to the minutes, the finalized copy isn't sent out. He would like to have that as part of his personal records.

Ms. Sweat replied that usually she makes the corrections and brings it back to the next meeting for signature. In the future, it can be emailed along with the packet, as an additional attachment.

Madame Chair McGill stated that she had a recent conversation with Tappan Mahoney, Town Engineer, regarding the Performance Based Setback Requirements. Mr. Mahoney was unable to answer her questions. Madame Chair McGill stated that her understanding is that the use of these requirements has to do with access for emergency vehicles. She added that she has an appointment with the Santa Fe County Fire Chief to discuss what the Fire Department requires. She will pass along whatever information she has at the next meeting.

Commissioner Gabel inquired if other communities use this option.

Steve Shepherd replied they do not, because each property is different, a variance is the usual way to meet the specific needs of the individual requests. He suggested that the staff could talk to Santa Fe County about how they process variances.

**9. MATTERS FROM STAFF.**

Steve Shepherd reported, regretfully, that Tracy Sweat had resigned her position with the Town of Edgewood and this would be her last Planning & Zoning meeting.

Ms. Sweat stated that she would be partnering with her husband and their family business.

Madame Chair McGill stated that Ms. Sweat had gained much knowledge and expertise in the Planning field. Her "shoes" would be hard to fill.

**10. CALENDAR UPDATE.**

Tracy Sweat reported that the Public Hearing Notice for a Minor Subdivision has been posted.

**11. ADJOURN.**

**MOTION:** Commissioner Navarre made a motion to adjourn the meeting of June 16, 2015. Commissioner Markley seconded the motion.

**VOTE:** Commission Navarre voted aye. Commission Thompson voted aye. Commissioner Gabel voted aye. Commissioner Markley voted aye. Madame Chair McGill voted aye. The motion carried.

Madame Chair McGill adjourned the meeting at 6:18 pm.

**PASSED, APPROVED and ADOPTED this 7<sup>th</sup> day of JULY, 2015.**

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Kay McGill, Chairperson, P & Z

**ATTEST:**

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Leonard Navarre, Secretary, P&Z

**TOWN OF EDGEWOOD  
ORDINANCE NO. 2015-05**

**AN ORDINANCE GRANTING THE PETITION TO ANNEX APPROXIMATELY 2.5  
ACRES OF TERRITORY CONTIGUOUS TO THE BOUNDARY OF THE TOWN OF  
EDGEWOOD, NEW MEXICO.**

**WHEREAS:** the owners of a majority of approximately 2.5 acres, Tract 4-A-3-B, Lands of Kvamme, located in the NE ¼ OF SECTION 33, T11N, R7E, N.M.P.M. of territory contiguous to the current boundary of the Town of Edgewood have petitioned the Town to annex territory; and

**WHEREAS:** the annexation petition delivered to the Town Clerk complies with the requirements of NMSA 1978, S3-7-17 and was, prior to signature by petitioners, duly approved by the Town Administrator, pursuant to NMSA 1978, S-3-1-5; and

**WHEREAS:** the annexation petition is accompanied by a map, known as Exhibit "A", showing the external boundary of the territory proposed to be annexed and the relationship of such territory to the existing Town boundary; and also is accompanied by a written description of the lands to be annexed; and

**WHEREAS:** a public hearing, or hearings, regarding this ordinance have been published and held in conformance with the requirements of State law that:

1. The requested annexation is contiguous to the present municipal boundary.
2. The annexation request is signed by a majority of the number of acres in the contiguous property.

**WHEREAS:** the petition has been submitted to the Board of County Commissioners of Santa Fe County pursuant to the provisions of NMSA 1978, §3-7-17.1, and the county attorney submitted a letter to the Town dated May 13, 2015, in which the county attorney found no issues with the proposed annexation.

and;

**WHEREAS:** the Governing Body of the Town of Edgewood, has determined that the Town is capable of providing municipal services to the territory proposed to be annexed within a reasonable time and that the annexation is in the best interest of the Town as a whole;

**THEREFORE: BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF  
EDGEWOOD THAT:**

The Governing Body of the Town of Edgewood does hereby grant said annexation with the following conditions:

1. Property to be zoned Commercial 1 (C-1).

2. The property being annexed will be in compliance with the Town's current Planning & Zoning Ordinance and 2000 Comprehensive Master Plan.

The zone map of the Town of Edgewood shall be amended accordingly and a copy of this Ordinance amending the zone map of the Town of Edgewood shall be recorded in the office of the County Clerk of Santa Fe County, New Mexico.

**APPROVED, PASSED AND ADOPTED this 1<sup>st</sup> day of July, 2015 at an open meeting held at the Edgewood Community Center, Edgewood, New Mexico.**

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Brad E. Hill, Mayor

**ATTEST:**

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Estefanie B. Muller, CMC, Clerk-Treasurer



## PETITION FOR ANNEXATION

PETITIONER(S): Entramosa Water & Waste Water TELEPHONE: 505-281-8700 x4  
(Attach proof of ownership: If not owner, must also provide notarized statement of authorization from owner.) 604-3456  
MAILING ADDRESS: 1330 NM 333, Tijera, NM 87055 entrasosa@aol.com

LEGAL DESCRIPTION OF PROPERTY: (Attach additional sheets as necessary.)  
TR 4-A-3-B T11N R7E Sec 33

TOTAL ACREAGE OF PROPERTY: 2.5 acres

REQUESTED ZONING DESIGNATION FOR PROPERTY: C-1  
(Please note that the final zoning designation by Town Council may differ from the requested designation.)

INSTRUCTIONS: Type or print clearly on this form and attach a map showing the external boundary of the territory proposed for ANNEXATION, and its relationship to the existing boundary of the TOWN of EDGEWOOD. Territory proposed for annexation must be contiguous to the existing limits of the TOWN.

Pursuant to NMSA 1978, §3-7-17 the undersigned petitioners request that the Town of Edgewood, by ordinance, grant this petition and annex approximately 2.5 acres of territory contiguous to its current boundary Attached to this Petition as Exhibit "A", is a map showing the external boundaries of the territory proposed to be annexed and the relationship of this area to the existing Town boundaries and the second being a map showing the boundaries of the territory proposed to be annexed The undersigned petitioner owns a majority of the number of acres in the area proposed for annexation.

Signature

Print Name

Date

Signature

Print Name

Date

Owner(s) of approximately 2.5 acres in the area proposed for annexation.

Any person knowingly providing or causing to be provided any false information on the petition, forging a signature or signing this petition knowing he or she is not an owner of real property within the territory proposed to be annexed is guilty of a fourth degree felony.

Pursuant to §3-1-5 NMSA 1978 (Repl. Ramp. 1987) the Town Clerk approves the form of this Petition.

Clerk/Administrator

Dated

**NOTE:**

Although deemed effective at the time of filing with the County Clerk, annexations do not become complete until 30 days (thirty) after such filing, being subject to public appeal in District Court during said period.

Signature

Physical Address:

Print Name

Date

Owner of approximately 2.5 acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.

Signature

Physical Address:

Print Name

Date

Owner of approximately \_\_\_\_ acres in the area proposed for annexation.



WARRANTY DEED

1602880

W. J. Lane, a single man, for consideration paid, grants to Entramosa Water and Wastewater Cooperative Association, whose address is \_\_\_\_\_, the following described real estate in Santa Fe County, New Mexico:

Tract 4-A-3-B as shown on plat of survey entitled "Land Division of the Lands of Rosemary Kvamme. Being Tract 4-A-3 of the Lands of Kvamme, located in the NE 1/4 of Section 33, T. 11 N., R. 7 E., N.M.P.M., Santa Fe County, New Mexico, April 1966", recorded in Plat Book 337, page 002, as Document No. 949, 055, records of Santa Fe County, New Mexico.

SUBJECT TO reservations, restrictions and easements of record, and taxes for the year 1999 and subsequent years,

with warranty covenants.

WITNESS my hand and seal this 10th day of February, 1999.

W J Lane (Seal)  
W. J. Lane

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF SANTIAGO

} ss.

This instrument was acknowledged before me this 10th day of February, 1999,

(Name or Names of Person or Persons Acknowledging)

Kathryn A. Perez  
Notary Public Kathryn A. Perez



FOR RECORDER'S USE ONLY

COUNTY OF SANTA FE 1001 ISS 1364  
STATE OF NEW MEXICO  
I hereby certify that this instrument was filed for  
recording on the 10th day of Feb. A.D.  
1999 at 2:14 o'clock P.M. and  
was duly entered in book 1602880  
page 380 of the records of Santa Fe County.  
Witness my Hand and Seal of Office  
Rebecca Bustamante  
County Clerk, Santa Fe County, NM  
Debary

ACKNOWLEDGMENT FOR CORPORATION

STATE OF NEW MEXICO

COUNTY OF SANTIAGO

} ss.

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 1999,

(Name of Officer)

(Title of Officer)

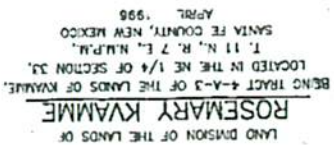
W. J. Lane

(Name of Corporation Acknowledging)

corporation, on behalf of said corporation.

My commission expires: expiration date  
(Seal)





LANDS OF OTTERSBURO  
REC. ON 12 DEC. 1984  
BOOK 292, PAGE 019

BEING ALL THAT CERTAIN TRACT OF LAND WHICH IS NUMBERED AND LETTERED TRACT FOUR-A-THREE (4-A-3) OF THE LANDS OF KAMUITE, LOCATED IN THE NORTHWEST ONE-FOURTHS (NE 1/4) OF SECTION 33, T. 11 N., R. 7 E., N.M.P.M., SANTA FE COUNTY, NEW MEXICO, AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT HEREIN IN AND TO BE OF THE CORNER OF CLARK COUNTY, NEW MEXICO, ON 13 JULY, 1988, IN PLAT BOOKING 188, PAGE 603, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FROM WHICH AT THE MOST NORTHEAST CORNER OF SAID SECTION 33 BEARS N 79°05'41" E A DISTANCE OF 184'-66" FEET;

THENCE S 45°00'40" E A DISTANCE OF 141'-63" FEET;

THENCE S 67°11'20" E A DISTANCE OF 852'-70" FEET;

THENCE S 67°42'00" W A DISTANCE OF 928'-22" FEET;

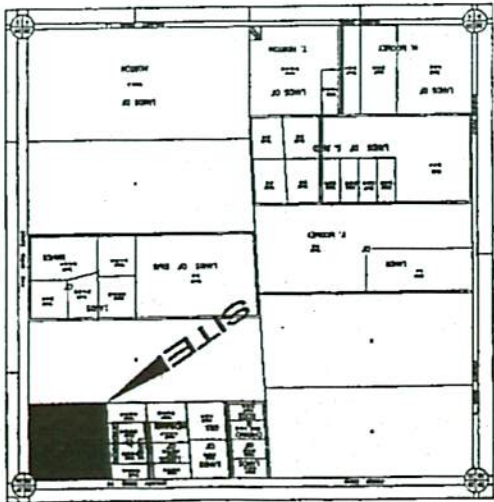
THENCE N 82°43'52" E A DISTANCE OF 953'-29" FEET TO THE POINT OF BEGINNING AND CONTAINING 20.79 ACRES AS SURVEYED DURING THE MONTH OF APRIL, 1996.

SAID TRACT BEING SUBJECT TO ALL RESTRICTIONS, RESERVATIONS, AND EASEMENTS OF RECORD AS FILED IN THE OFFICE OF THE COUNTY CLERK OF SANTA FE COUNTY, NEW MEXICO.

F R E E C O N S E N T

THE UNDERSIGNED OWNERS DO HEREBY CERTIFY THAT THE PLAT AS SHOWN IS WITH THEIR FREE CONSENT AND IN ACCORDANCE WITH THEIR WISHES AND DESIRES, AND DO FURTHER GRANT THE ACCESS AND UTILITY EASEMENTS SHOWN HEREON TO THE OWNERS OF THE TRACTS SERVED, MAINTENANCE OF PRIVATE ACCESS EASEMENTS SHALL BE THE RESPONSIBILITY OF THE OWNERS OF THE TRACTS SHOWN, UNLESS CURRENTLY MAINTAINED BY THE SANTA FE COUNTY PUBLIC WORKS DEPARTMENT.

EDGEMOOD AREA ATLAS MAP NO. F-39  
VICINITY MAP  
NO SCALE  
DESCRIPTION



*Joe Mary Thomas*  
ROSEMARY KVAHLKE

THE UNDERSIGNED OWNERS DO HEREBY CERTIFY THAT THE PLAT AS SHOWN IS WITH  
FREE CONSENT

THENCE S 07°10'00"E A DISTANCE OF 141.43 FEET TO THE POINT OF BEGINNING AND CONTAINING 20.79 ACRES AS SURVEYED DURING THE MONTH OF APRIL 1996.

Said tract being subject to all restrictions, reservations, and easements of record as filed in the office of the county clerk of Santa Cruz County, New Mexico.

BEING ALL THAT CERTAIN TRACT OF LAND WHICH IS NUMBERED AND LETTERED TRACT FOUR-A-THREE (1-A-3) OF THE LANDS OF QUINCY, LOCATED IN THE NORTH-EAST ONE-FOURTH (NE 1/4) OF SECTION 33, T. 11 N., R. 7 E., N.M.P., SANTA FE COUNTY, NEW MEXICO, AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT HERETOBY FILED IN THE OFFICE OF THE COUNTY CLERK OF SANTA FE COUNTY, NEW MEXICO, ON 13 11 1951, IN PLAT BOOK 189, PAGE 039 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE MOST NORTHERN-NORTHWEST CORNER OF THE TRACT HEREIN FROM WHICH THE NORTHWEST CORNER OF SAID SECTION 33 BEARS N 70°05'41" E, A DISTANCE OF 164.66 FEET;

DESCRIPTION

EDGEMOOD AREA ATLAS MAP NO. F-39  
VICINITY MAP  
NO SCALE

之

ON THIS 27 DAY OF APRIL, 1996, THE FOREGOING INSTRUMENT

1 N 3 N 3 9 0 3 7 M 0 N X 3 Y

SUSANA MARTINEZ  
GOVERNOR



THOMAS E. CLIFFORD, PH.D.  
CABINET SECRETARY

RICK LOPEZ  
DIRECTOR

BILL R. GARCIA  
Deputy Director

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
Bataan Memorial Building ♦ 407 Galisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501  
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

June 17, 2015

The Honorable Mayor Brad Hill  
Town of Edgewood  
P.O. Box 3610  
Edgewood, NM 87015-3610

Dear Mayor Hill:

In accordance with Section 6-6-2 (B) NMSA 1978, the Department of Finance and Administration, Local Government Division (LGD) has examined the proposed budget of your local government entity for Fiscal Year 2016 and hereby grants approval and certification for use. Sufficient resources appear to be available to cover proposed budgeted expenditures. However, we must point out that the final approval will be certified no later than the first Monday of September 2015.

Approval and certification of your final budget is contingent upon submission of the following by no later than **July 31, 2015**:

- A resolution adopting the Fiscal Year 2016 operating budget;
- The June 30, 2015 (fourth quarter) financial report;
- A resolution approving the June 30, 2015 (fourth quarter) financial report;
- Adjustments/revisions discussed with staff (attached); and
- A revised budget recap page to include updated Unaudited Beginning Cash Balances as of July 1, 2015 that agree with Ending Cash Balances as of June 30, 2015 per the fourth quarter financial report (or an explanation as to why these balances don't match). **If LGD budget format is used.**

Please note final budget certification will be "conditional" per 2.2.3 NMAC if Fiscal Year 2014 audit has not been filed with the Office of the State Auditor.

If you have questions regarding this matter, please call Ivie Vigil of my staff at 505-827-4333.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Lopez".

Rick Lopez, Director

xc: file

**Town of Edgewood**

**DEPARTMENT OF FINANCE AND ADMINISTRATION, LOCAL GOVERNMENT DIVISION  
ADJUSTMENTS TO THE FISCAL YEAR 2016 BUDGET:**

<b>FUND</b>	<b>EXPLANATION</b>
GF	Adjust operating property tax revenue in General Fund Revenues.
Investment	Update budget recap page with amounts listed on investment schedule.

**NOTE:**

Please note that the general fund cash balance is being depleted. If not addressed in the interim prior to final budget submission, the governing body will be warned of this occurrence in the final budget approval letter.

**TOWN OF EDEWOOD  
RESOLUTION NO. 2015-11**

**A RESOLUTION TO PARTICIPATE IN THE NEW MEXICO DEPARTMENT OF  
TRANSPORTATION MUNICIPAL ARTERIAL PROGRAM (MAP) WITHIN THE  
TOWN OF EDGEWOOD, NEW MEXICO.**

**WHEREAS, the Town of Edgewood and the New Mexico Department of Transportation shall enter into a Cooperative Agreement;**

**WHEREAS, the total cost of the project will be \$353,333.00 to be funded in proportional share by the parties hereto as follows:**

- a. New Mexico Department of Transportation's share shall be 75% or \$265,000.00  

and
- b. The Town of Edgewood proportional matching share shall be 25% or \$88,333.00

**TOTAL PROJECT COST IS \$353,333.00**

**The Town of Edgewood shall pay all costs, which exceed the total amount of \$353,333.00.**

**Now therefore, be it resolved that the Town of Edgewood determines, resolves, and orders as follows:**

- a. That the project for this Cooperative Agreement is adopted and has a priority standing.
- b. The agreement terminates on June 30, 2017 and the Town of Edgewood incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into the written agreement.
- c. The Town of Edgewood shall enter into Cooperative Agreement Project Number MAP 7649 (902), Control Number L500217 with the New Mexico Department of Transportation for LGRF Project Fiscal Year 2015/2016 for Planning, Design, Construction, Reconstruction, Pavement Rehabilitation, Drainage and Misc. Improvements - Entrada del Norte Rod from NMSR 333 to Walker Road"; within the control of the Town of Edgewood in Santa Fe County, New Mexico.

**PASSED, APPROVED and ADOPTED this 1<sup>st</sup> day of JULY, 2015.**

\_\_\_\_\_  
Brad E. Hill, Mayor

**ATTEST**

\_\_\_\_\_  
Estefanie B. Muller, CMC, Clerk-Treasurer

**TOWN OF EDGEWOOD  
RESOLUTION NO. 2015-12**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY  
THE NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the **Town of Edgewood** and the New Mexico Department of Transportation shall enter into a Cooperative Agreement;

**WHEREAS**, the total cost of the project will be \$60,000 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or \$45,000  
and
- b. The **Town of Edgewood** proportional matching share shall be 25% or \$15,000

**TOTAL PROJECT COST IS \$60,000**

The **Town of Edgewood** shall pay all costs, which exceed the total amount of **\$60,000**.

**Now therefore, be it resolved** that the **Town of Edgewood** determines, resolves, and orders as follows:

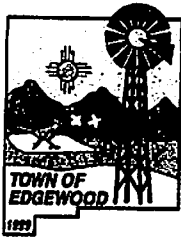
- a. That the project for this Cooperative Agreement is adopted and has a priority standing.
- b. The agreement terminates on December 31, 2016 and the **Town of Edgewood** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into the written agreement.
- c. The **Town of Edgewood** shall enter into Cooperative Agreement Project Number SP-5-16 (190), Control Number L500187 with the New Mexico Department of Transportation for LGRF Project Fiscal Year 2016 for Planning, Design, Drainage Improvements, Pavement, Rehabilitation/Improvements, Construction, Reconstruction and Miscellaneous Improvements of XXXXX between YYYYYY and ZZZZZZ for a length of approximately X feet within the control of the **Town of Edgewood** in Santa Fe County, New Mexico.

**PASSED, APPROVED and ADOPTED this 1<sup>st</sup> day of JULY, 2015**

\_\_\_\_\_  
Brad E. Hill, Mayor

**ATTEST**

\_\_\_\_\_  
Estefanie B. Muller, CMC, Clerk-Treasurer



## **TOWN OF EDGEWOOD**

*Where the Mountains Meet the Plains*

1911 Historic Route 66

P.O. Box 3610

Edgewood, NM 87015

Phone: (505) 286-4518 Fax (505) 286-4519

[www.edgewood-nm.gov](http://www.edgewood-nm.gov)

**To : Edgewood Town Council**

**From : Steve Shepherd, Administrator  
Town of Edgewood**

**Date : June 26, 2015**

**Subject: Suggestion for Addition to ICIP Plan Update**

I suggest that the Edgewood Town Council consider adding an item to the Infrastructure Capital Improvement Plan update to request another Water Truck for the Roads Department's use.

The requested amount for a used 2015 truck that has a 4-5 thousand gallon capacity would be around \$ 150,000.

Another Water Truck is necessary to spread re-used water on roads. This request will make it possible to water roads for dust and help keep the wastewater pond at an appropriate level at the same time. The existing water truck has to be present when roads are being graded, and the Town does not have the ability to water roads and grade at the same time, so watering is limited.

This request will serve to both address a wastewater disposal issue, and keep roads in better shape at the same time.

Your consideration is appreciated.

**Brad Hill**  
*Mayor*

**John Abrams**  
**Sherry Abraham**  
**Chuck Ring**  
**Rita Loy Simmons**  
*Town Councilors*

**Wm. H. White**  
*Municipal Judge*

**Stephen Shepherd**  
*Administrator*

**Estefanie Muller, CMC**  
*Clerk-Treasurer*

## Infrastructure Capital Improvement Plan FY 2016-2020

### Edgewood Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2016	2017	2018	2019	2020	Total Project Cost	Amount Not Yet Funded	Phases
26705	2016	001	Waste Water Effluent Line Extension	Wastewater	0	134,500	687,000	600,000	0	0	1,421,500	1,421,500	Yes
30102	2016	002	Municipal Building and Facilities	Adm/Service Facilities (local)	0	1,448,000	0	0	0	0	1,448,000	1,448,000	No
14443	2016	003	Municipal Arterial Paving Improvement	Hiways/Roads/Streets/Bridges	0	1,183,000	693,000	383,000	0	0	2,259,000	2,259,000	Yes
<hr/>													
Number of projects:			3										
			Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:		Total Not Yet Funded:		
Grand Totals			0	2,765,500	1,380,000	983,000	0	0	5,128,500		5,128,500		